

**Monroeville Finance Authority**  
**2700 Monroeville Boulevard**  
**Monroeville, PA 15146**  
<http://monroevillefinanceauthority.org/>

**REGULAR MEETING OF THE BOARD**

DATE: Tuesday – April 17, 2018

TIME: 7:00 PM

LOCATION: Monroeville Municipal Building

**MEETING MINUTES**

**I. Call to Order**

The meeting was called to order at 7:09 PM.

**II. Roll Call**

The following members were present: Jim Brown (Chairman), RJ Mycka (Treasurer), Frank Pekarek (Vice Chairman), Dominic Zappa (Secretary), John Prorok (Solicitor), and Tim Little (Municipal Manager). Councilman Steve Duncan (Ward 6) was absent.

**III. Agenda Review**

No amendments to the agenda were made.

**IV. Public Comments on Agenda Items**

There were no members of the general public present.

**V. Approval of the Minutes of Previous Meetings**

The minutes from the meeting held on January 16, 2018 were approved by a unanimous vote of 4-0. Motion for approval was made by Mr. Mycka and seconded by Mr. Pekarek.

**VI. Treasurer's Report**

As of March 31, 2018, the MFA bank account balance is \$20,696.91.

The Board was presented with copies of the 2017 audit as prepared by Maher Duessel. The report was accepted by a unanimous vote of 4-0. Motion for approval was made by Mr. Pekarek and seconded by Mr. Mycka.

**VII. Solicitor's Report**

Mr. Prorok stated that UPMC has indicated they would prefer to pay their annual invoices via automated clearing house (ACH). He provided the required forms to be completed by Mr. Mycka and Mr. Brown. After a brief discussion, the Board agreed to receiving payments via ACH.

Mr. Prorok further stated that his office would continue to provide invoicing services. The next payment for the 2015(B) bond issue will be invoiced on June 1<sup>st</sup>. The payment for the 2012 bond issue will be invoiced on July 1<sup>st</sup>.

**VIII. Old Business**

Mr. Brown reminded the Board that a vacancy still exists for an unexpired term.

**IX. New Business**

The Board considered the following list of invoices. A blanket motion to approve all payments was made by Mr. Mycka and seconded by Mr. Pekarek. The vote was unanimous (4-0) in favor.

- Maiello, Brungo & Maiello invoice #80454 in the amount of \$255.00
- Mirage Mar Com invoice #26254 in the amount of \$297.00
- Mirage Mar Com invoice #26255 in the amount of \$140.00
- Maher Duessel invoice #472725 in the amount of \$1,804.00

**X. Board Member Reports and Announcements**

Mr. Brown reminded the Board that everyone's PA Statement of Financial Interests are due by May 1, 2018. Mr. Brown further stated that Mr. Zappa would not be required to submit a form as he did not serve on the Board in 2017.

The next meeting will be held Tuesday, July 17, 2018 (alternate date: Tue., Jul. 24, 2018).

**XI. Adjournment**

Upon motion by Mr. Pekarek and seconded by Mr. Mycka, followed by a unanimous vote (4-0), the meeting was adjourned at 7:35 PM.